

DEPARTMENT OF THE ARMY
U.S. Army Medical Department Center and School
2250 Stanley Road
Fort Sam Houston, Texas 78234-6100

Memorandum
Number 15-29

18 October 1996

Boards, Commissions, and Committees
HUMAN RESOURCE MANAGEMENT COMMITTEE

1. **PURPOSE.** This memorandum establishes the Human Resource Management Committee (HRMC). This committee is a working committee and will review civilian personnel hiring actions, position reclassification (resurvey) requests, and other selected items/issues for economy and efficiency of operations, availability of manpower dollars, personnel impact, and mission needs. The HRMC also selects the AMEDDC&S nominees for the FSH Civilian Employee of the Quarter Awards Program.

2. **MEMBERSHIP**

a. Chief of Staff (Chairman).

b. Director, Resource Management (Member)

c. Chief, Manpower and Management Division, Directorate of Resource Management (Recorder, Nonvoting Member).

d. Representatives from the following activities:

Academy of Health Sciences (Member)

Center Brigade (Member)

Assistant Commander for Force Integration (Member)
Special Staff (Member).

AMEDD Personnel Proponent Directorate (Member).

(6) Directorate of Logistics (Member)

Information Management Directorate (Member)

Directorate of Personnel (Member)

(9) Directorate of Civilian Personnel, Fort Sam Houston
(Nonvoting Advisor).

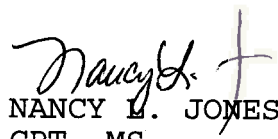
*This memorandum supersedes AMEDDC&S Memo 15-29, 30 January 1995.

3. OFFICE OF RECORD. Directorate of Resource Management.
4. MINUTES. Formalized but concise minutes will be prepared covering the subjects, significant considerations, and determinations made by the HRMC. The minutes will normally be prepared by the recorder and signed by the chairman.
5. APPROVING AUTHORITY. Commander, AMEDDC&S
6. DISTRIBUTION OF MINUTES. One copy is distributed to each committee member and the office of record. Activities affected by the approved minutes will be notified under separate cover.
7. SCHEDULE OF MEETINGS. The HRMC will meet at the call of the chairman.
8. AUTHORITY FOR APPOINTMENT. Verbal orders of commanding officer, Chief of Staff.

(MCCS-RM)

FOR THE COMMANDER:

OFFICIAL:


NANCY L. JONES
CPT, MS
Adjutant General

JANE A. CRONK
CPT, MS
Secretary of the General Staff

DISTRIBUTION:

E, plus:
1-ea member